



**GOVERNMENT OF KERALA**

**Personnel and Administrative Reforms (Rules) Department**  
**NOTIFICATION**

G. O. (P) No. 24/93/P & ARD. *Thiruvananthapuram, 29th March 1993.*

**S. R. O. No. 1143/93.**—In exercise of the powers conferred by sub-section (1) of section 2 of the Kerala Public Services Act, 1968 (19 of 1968), and in supersession of the Annexure II of G. O. (P) No. 5/85/LBR dated 23-2-1985 and G. O. (P) 72/91/LBR dated 11-9-1991 the Government of Kerala hereby make the following Special Rules for the Kerala Insurance Medical Subordinate Service, namely :—

**RULES**

1. *Short title and commencement.*—(i) These rules may be called the Special Rules for the Kerala Insurance Medical Subordinate Services, 1993.  
(ii) They shall come into force at once.
2. *Constitution.*—The service shall consist of the following Branches and categories of Officers, namely :—

**Branch I—Allopathy**

Category 1	Stores Superintendent
” 2	Nursing Superintendent Grade II
” 3	Dietician Grade I
” 4	Cytotechnologist
” 5	Public Health Nurse/Female Health Supervisor
” 6	Pharmacist-Store Keeper/Pharmacist-Assistant Store Keeper
” 7	Dental Mechanic Grade I
” 8	Head Nurse
” 9	Dietician Grade II
” 10	Laboratory Technician Grade I
” 11	Blood Bank Technician Grade I
” 12	Radiographer Grade I
” 13	X-ray Technician Grade I
” 14	Pharmacist, Gr. I
” 15	Staff Nurse

Category	16	Dental Hygienist Grade I
"	17	Medical Record Librarian Grade I
"	18	Laboratory Technician Grade II
"	19	Blood Bank Technician Grade II
"	20	Radiographer Grade II
"	21	X-ray Technician Grade II
"	22	Pharmacist Grade II
"	23	Dental Mechanic Grade II
"	24	Auxiliary Nurse Midwife
"	25	Medical Record Librarian Grade II
"	26	Dental Hygienist Grade II
"	27	Electrician
"	28	Operation Theatre Technician Grade II
"	29	Plumber/Plumber-cum-Operator
"	30	Packer
"	31	(a) Operation Theatre Attender
"	31	(b) Laboratory Assistant/Junior Laboratory Assistant/ Laboratory Attender/X-ray Attender.
"	32	Nursing Assistant/Dresser
"	33	Tailor
"	34	Carpenter

#### Branch II Homoeopathy

Category	1	Assistant Insurance Medical Officer (Homoeo)
"	2	Nurse Grade I (Homoeo)
"	3	Nurse Grade II (Homoeo)
"	4	Pharmacist (Homoeo)

#### Branch III Ayurveda (Indian Systems of Medicine)

Category	1	Assistant Insurance Medical Officer (Ayurveda)
"	2	Ayurveda Pharmacist Grade I
"	3	Ayurveda Pharmacist Grade II
"	4	Nurse (Ayurveda)
"	5	Attender (Ayurveda)

3. *Appointment.*—Appointment to the various branches and categories shall be made as follows:—

Category	Method of appointment
(1)	(2)

#### Branch I—Allopathy

1	Stores Superintendent	:	By promotion from category 6 Pharmacist-Store Keeper/Pharmacist-Assistant Store Keeper
2	Nursing Superintendent Grade II	:	By promotion from category 8 Head Nurse

(1)	(2)
3 Dietician Grade I	: By promotion from category 9 Dietician Grade II
4 Cytotechnologist	: By direct recruitment
5 Public Health Nurse/ Female Health Supervisor	: By promotion from category 24 Auxiliary Nurse Midwife
6 Pharmacist—Store Keeper Pharmacist— Assistant Store Keeper	: By promotion from category 14 Pharmacist Grade I
7 Dental Mechanic Grade I	: By promotion from category 23 Dental Mechanic Grade II
8 Head Nurse	: By promotion from category 15 Staff Nurse
9 Dietician Grade II	(i) By appointment by promotion or transfer from among the qualified hands of the Department (ii) In the absence of qualified hands in item (i) above, by direct recruit- ment
10 Laboratory Technician Grade I	: By promotion from category 18 Labora- tory Technician Grade II
11 Blood Bank Technician Grade I	: By promotion from category 19 Blood Bank Technician Grade II
12 Radiographer Grade I	: By promotion from category 20 Radio- grapher Grade II
13 X-ray Technician Grade I	: By promotion from category 21 X-ray Technician Grade II
14 Pharmacist Grade I	: By promotion from category 22 Pharmacist Grade II
15 Staff Nurse	: By direct recruitment
16 Dental Hygienist Grade I	: By promotion from category 26 Dental Hygienist Grade II
17 Medical Record Librarian Grade I	: By promotion from category 23 Medical Record Librarian Grade II
18 Laboratory Technician Grade II	: By direct recruitment
19 Blood Bank Technician Grade II	: By direct recruitment
20 Radiographer Grade II	i. First 50 per cent vacancies are to be filled up by appointment by pro- motion from category 21 X-ray Technician Grade II with certified Radiological Assistant Course. ii. 50 per cent by direct recruitment

(1)	(2)
21 X-ray Technician Grade II	i. First 50 per cent vacancies are to be filled up by promotion from among qualified X-ray Attenders in the Department ii. 50 per cent by direct recruitment
22 Pharmacist Grade II	i. By transfer from qualified Last Grade Servants, Wardens or Attenders of the Insurance Medical Department. ii. In their absence, by direct recruitment.
23 Dental Mechanic Grade II	By direct recruitment
24 Auxiliary Nurse Midwife :	By direct recruitment.
25 Medical Record Librarian: Grade II	i. By promotion or transfer from among the qualified hands of the Department. ii. In the absence of qualified hands in item (i) above by direct recruitment.
26 Dental Hygienist Grade II:	By direct recruitment.
27 Electrician :	i. By appointment by promotion or transfer from among the qualified hands of the Department. ii. In the absence of qualified hands in item (i) above by direct recruitment.
28 Operation Theatre Technician-Grade II :	(a) By promotion from category 31 (a) Operation Theatre Attender with a pass in SSLC or its equivalent. (b) In the absence of qualified hands in items (a) above by direct recruitment.
29 Blumber/Plumber-cum Operator :	i. By promotion or transfer from among qualified hands in the Department. ii. In the absence of qualified hands in item (i) above by direct recruitment.
30 Packer :	By promotion from the category of operation Theatre Attender.



(1)	(2)
31 (a) Operation Theatre Attender	By promotion from X-ray Attender/Junior Laboratory Assistant/Laboratory Attenders.
31 (b) X-ray Attender/Junior Laboratory Assistant/Laboratory Attender	By transfer from Hospital Attendant with a pass in Std. VII in the Insurance Medical Services Department.
32 Nursing Assistant/Dresser	i. By transfer from Hospital Attendant Grade I with a pass in Std. VII in the Insurance Medical Services Department. ii. In the absence of suitable candidates under item (i) above by transfer from Hospital Attendants Grade II in the Last Grade Service of the Insurance Medical Services Department. iii. In the absence of suitable candidates under item (i) and (ii) above, by direct recruitment.
33 Tailor	By direct recruitment.
34 Carpenter	By direct recruitment.

#### Branch II—Homoeopathy

1. Assistant Insurance Medical Officer (Homoco) :
    - i. By direct recruitment
    - ii. By promotion from category 4 qualified Pharmacist (Homoco).
- Note:—*(i) The direct recruitment and promotion shall be in the ratio 1 : 1 starting first by direct recruitment.
- (ii) In the absence of qualified Pharmacist in the Department for promotion quota reserved for promotion will also be filled up by direct recruitment.
2. Nurse Grade I (Homoco): By promotion from category 3 Nurse Grade II (Homoco)
  3. Nurse Grade II (Homoco) : By direct recruitment

(1)

(2)

4. Pharmacist (Homoeo) : i. First 50 per cent by promotion from Nursing Assistant/Hospital Attendant Grade I of Homoeo Unit of Employees' State Insurance Dispensaries and Hospitals.  
ii. 50 per cent by direct recruitment.

**Branch III - Ayurveda (Indian Systems of Medicine)**

1. Assistant Insurance Medical Officer (Ayurveda) : i. By direct recruitment  
ii. By promotion from category 2 Ayurveda Pharmacist Grade I
- Note:—*(i) The direct recruitment and promotion shall be in the ratio of 1 : 1 starting first by direct recruitment  
(ii) In the absence of qualified pharmacist in the department for promotion, the quota reserved for promotion will also be filled up by direct recruitment.
2. Ayurveda Pharmacist Grade I : By promotion from category 3 Ayurveda Pharmacist Grade II
3. Ayurveda Pharmacist Grade II : By direct recruitment
4. Attender (Ayurveda) : By transfer from Last Grade Servants in the Department.

4. *Reservation of appointment.*—The rules regarding reservation of appointment (General Rules 14 to 17) shall apply to appointments by direct recruitment to all branches and categories.

5. *Qualifications regarding age.*—There shall not be any age restriction for appointment by promotion and for transfer appointment. The upper age limits for direct recruitment to the following categories in branch I are:—

(i) Radiographer Grade II	35 years
(ii) Staff Nurse	43 years
(iii) Dietician Grade II	38 years
(iv) Auxiliary Nurse Midwife	40 years
(v) Carpenters	43 years

For all other categories, in branch I and branches II and III, the upper age limit shall be 35 years subject to usual relaxation of age to Other Backward Class/Scheduled Tribes/Scheduled Caste candidates as per rules.

6. *Educational Qualifications.*—No person shall be eligible for appointment to any of the Branches and categories mentioned in column (3) the Table below by the method specified against it in column (4) unless he possess the qualifications specified in the corresponding entry column (5) thereof.

TABLE

<i>Sl. No.</i>	<i>Category Number</i>	<i>Name of Category</i>	<i>Method of appointment</i>	<i>Qualifications</i>
(1)	(2)	(3)	(4)	(5)
<b>Branch I—Allopathy</b>				
1	4	Cyto-Technologist	Direct recruitment	1. M. Sc. First/2nd Class with Zoology or Botany as main subject or M.Sc. in Medical Laboratory Technology with special paper as Cytology OR B.Sc. in Medical Laboratory Technology with one year working experience in Cytology after acquisition of the degree and experience certificate should be from a well equipped medical trust controlled institution. 2. A successful completion of one year C y t o-technologist training course conducted by Medical Colleges / Regional Cancer Centre and other Cytology Laboratories accredited by the Indian Academy of Cytologists for training and other examination purpose. OR

(1)	(2)	(3)	(4)	(5)
1	4	Cyto-Technologist	Direct recruitment	A pass in the National Examination for Cyto-technologists conducted by Indian Academy of Cytologists.
2	9	Dietician Grade II	Appointment by promotion/transfer/direct recruitment	1. A degree in Home Science awarded by a recognised University 2. Diploma in Nutrition or Dietetics recognised by Government.
3	15	Staff Nurse	Direct recruitment	1. Pass in S.S.L.C. or its equivalent 2. Successful training for a period of not less than three years in general sick nursing. 3. In the case of women candidates successful training for not less than nine months in Midwifery from an Institution recognised by the State Government and in the case of male candidates, successful completion of short term course in one or the other of the nursing subjects of Venerology, Urology, Psychiatry or Ophthalmology conducted in a major Hospital.

*Note* :—Those who have undergone successful training for not less than six months in Midwifery will also be eligible for appointment as Staff Nurse



(3)

(4)

(5)

(female) subject to the rules of reservation, rotation. Preference will be given to candidates who have undergone successful training for not less than nine months in Midwifery for the purpose of Direct recruitment to the post of Staff Nurse (Female).

4. Certificate of Registration with the Kerala Nurses and Midwifery Council as Nurse in the case of male candidates and Nurses and Midwife in the case of female candidates.

*Notes:*—(1) Those who have got themselves registered with other State/Central Nurses and Midwives Council could also apply. But they should get themselves registered with the Kerala Nurses and Midwives Council before taking up appointment under Kerala State Government.

- (2) Physically handicapped candidates are not eligible to apply for the post.

(1)	(2)	(3)	(4)	(5)
4	18	Laboratory Technician Gr. II	Direct recruitment	<p>1. <i>General:</i> A pass in Pre-Degree or equivalent Examination, with not less than 50% marks or 'B' grade in Science Subjects. S.S.L.C. or equivalent for Ex-Servicemen who have passed Class I Blood Transfusion Assistant Test and have put in not less than 15 years service in the Armed Forces.</p> <p>2. <i>Technical:</i> A pass in one year Medical Laboratory Technician Diploma Course conducted by the Medical Colleges, in Kerala and by the Public Health Laboratory, Thiruvananthapuram or any qualification equivalent thereto.</p>
5	19	Blood Bank Technician Grade II	Direct recruitment	<p>i. Pre-degree in Science or its equivalent,</p> <p>ii. Successful completion of Medical Laboratory Technician's Course of Medical Colleges recognised by Indian Medical Council; or successful completion of the Blood Transfusion Assistant Class 3 and Class 2 Course of the Army Medical Corps.</p>

(1)	(2)	(3)	(4)	(5)
6	20	Radiographer Grade II	Direct recruitment	i. S.S.L.C. or its equivalent ii. Successful completion of certified Radiological Assistants' Course from a Medical College of Kerala or from any other institution recognised by the Government.
7	21	X-ray Technician Grade II	i. Direct recruitment  ii. Promotion	i. S.S.L.C. or its equivalent ii. Successful completion of certified Radiological Assistant's Course from a Medical College of Kerala or from any other institution recognised by the Government. <i>General</i> i. S.S.L.C. <i>Technical</i> ii. Two years practical experience in Dark-room work of a recognised X-ray department viz. correct development rank out fit of medical type and accurate and correct preparation of all solutions used in X-ray department to be proved by practical examination.
3	22	Pharmacist Grade II	For transfer or Direct recruitment	<i>General:</i> Pass in S.S.L.C. or its equivalent. <i>Technical:</i> i. Diploma in Pharmacy or its equivalent. ii. Registration with the Kerala State Pharmacy Council

(1)	(2)	(3)	(4)	(5)
9	23	Dental Mechanic Grade II	Direct recruitment	i. Pass in S.S.L.C. or its equivalent ii. A pass in the Dental Mechanic Course conducted by Dental College approved by the Dental Council of India.
10	24	Auxiliary Nurse/ Midwife	Direct recruitment	i. Pass in S.S.L.C. or its equivalent ii. Auxiliary Nurse/ Midwife Certificates or its equivalent, from an institution recognised by the Indian Nursing Council. iii. Registration with the Kerala Nurses and Midwives Council.

Notes: (1) In the case of candidates belonging to Scheduled Tribes and those who belonged to Scheduled Tribes before the Scheduled Caste/Scheduled Tribe orders (Amendment) Act, 1976 came into force and who are admitted to Auxiliary Nurse/ Midwife course prior to the enforcement of the Act i.e. 27-7-1977 qualification under item (i) will be a pass in Standard VIII. The relaxation will be allowed only in the absence of fully qualified Scheduled Tribe candidates and to the extent necessary for filling up the quota

1)	(2)	(3)	(4)	(5)
				reserved for Scheduled Tribe candidates alone. In respect of Scheduled Caste and Other Backward Classes item (i) of the qualification will be relaxed as completion of S.S.L.C. Course (failed candidates are also eligible). This relaxation will be only to the extent necessary to fill up the quota reserved for Scheduled Caste and Other Backward Classes.
			(2)	Those who have got registered themselves with other State/Central Nurses and Midwives Council can also apply for selection. But they will have to get themselves registered with the Kerala Nurses and Midwives Council before joining duty in the post.
			(3)	Physically handicapped candidates are not eligible to apply for the post.
11	23	Medical Record Librarian Grade II	Appointment by promotion/transfer	i. Pass in S.S.L.C. or its equivalent. ii. Successful completion of training in Medical Record keeping from a Medical College.



(1)	(2)	(3)	(4)	(5)
12	26	Dental Hygienist Grade II	Direct recruitment	<p>i. <i>General</i>: Pass in S.S.L.C. or its equivalent.</p> <p>ii. <i>Technical</i>: Pass in the Dental Hygienists Course conducted in the Dental College, Thiruvananthapuram or its approved equivalent qualification.</p>
13	27	Electrician	Appointment by promotion/transfer/ Direct recruitment	<p>i. Pass in S.S.L.C. or its equivalent qualification.</p> <p>ii. N.T.C. in the Trade of Electrician or equivalent qualification.</p> <p>iii. Wireman competency certificate/permit issued by the Kerala State Electricity Licensing Board.</p>
14	28	Operation Theatre Technician Grade II	Direct recruitment	<p>i. Pass in S.S.L.C. or its equivalent</p> <p>ii. 9 years working experience in an Operation Theatre in a reputed hospital as Theatre Technician.</p>
15	29	Plumber or Plumber-cum Operator	Appointment by promotion/transfer/Direct recruitment	<p>(a) <i>General</i>: Pass in Standard VII or its equivalent</p> <p>(b) <i>Technical</i>: i. I.T.I. Trade certificate in the trade of Plumber equivalent.</p> <p style="text-align: center;">OR</p> <p>ii. Five years practical experience in Plumbing in any recognised/approved Engineering Firm after acquisition of the ITI Certificate.</p>

(1)	(2)	(3)	(4)	(5)
				In the absence of item (ii) above Work Establishment Service as Plumber in Water Works for not less than 5 years.
				<i>Note:</i> In view of the arduous and special nature of the duties and responsibilities attached to the post, only male candidates will be eligible for appointment to the post.
16	32	Nursing Assistant/Dresser	i. By transfer; ii. Direct recruitment	Pass in Standard VII or its equivalent S. S. L. C. or its equivalent
				<i>Note:</i> Selected candidates by both methods of appointment will have to undergo an in service training for 3 months before actual appointment and it will be treated as duty for all purposes.
17.	33	Tailor	Direct recruitment	i. Pass in Standard VII or its equivalent ii. Tailoring Kerala Government Technical examination (Lower) or its equivalent.
18.	34	Carpenter	Direct recruitment	i. Literacy in Malayalam/Tamil/Kannada (a) N.T.C. in the trade of Carpentry or equivalent  OR (b) Certificate in Carpentry from the School of Arts or its equivalent and

(1)	(2)	(3)	(4)	(5)
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(ii) Experience as Carpenter in any approved workshops for not less than 5 years.

### Branch II—Homoeopathy

	1	Assistant Insurance Medical Officer (Homoeo)	Direct recruitment	<p>A Degree in Homoeopathy awarded by any of the Universities in Kerala State.</p> <p>OR</p> <p>A Diploma in Homoeopathy issued by Government of Kerala.</p> <p>OR</p> <p>Any other Degree or Diploma in Homoeopathy equivalent to the above in respect of the duration of the course and House Surgery Internship (provided all such qualifications are included in the Schedule II of Homoeo Central Council Act, 1973).</p>
	2	3 Nurse Grade II (Homoeo)	Direct recruitment	Pass in S.S.L.C. or equivalent Examination, Certificate obtained after successful training in Nurse-cum-Pharmacist Training Course conducted by the Government of Kerala or its equivalent.
	3	4 Pharmacist (Homoeo)	Direct recruitment/promotion	<p>1. For Direct recruitment:</p> <p>(a) Pass in S.S.L.C. or its equivalent</p> <p>(b) Certificate obtained after successful training in Nurse-cum-Pharmacist Training Course conducted by the Government of Kerala or its equivalent.</p>

(1)	(2)	(3)	(4)	(5)
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(c) In the absence of qualified hands under (b) above the qualification may be relaxed to 3 years experience in dispensing Homoeo Medicines in an approved Homoeopathy Dispensary/Hospital or under Registered Homoeo Medical Practitioners.

2. For Promotion :

- (a) Pass in SSLC or its equivalent  
 (b) 2 years experience in dispensing Homoeo Medicines in Homoeo Unit of Employer State Insurance Dispensary/Hospital.

**Branch III Ayurveda (Indian Systems of Medicine)**

1	Assistant Insurance Medical Officer	Direct recruitment/Promotion	1. (a) A Degree in Ayurveda of a recognised University or equivalent qualification. OR (b) Diploma in Ayurveda of a recognised University or equivalent qualification.
2	3 Ayurveda Pharmacist Grade II	Direct recruitment	2. 'A' Class registration with the Council of Indigenous Medicine of the State Government. Certificate of Ayurveda Pharmacist course recognised by the Government.
3	4 Attender (Ayurveda)	By transfer	Pass in Standard VII or its equivalent. Persons in Last Grade Service shall be eligible for transfer as Attenders only if they have passed the Attenders' Test conducted by Public Service Commission.

7. *Appointing Authority*.—The appointing authority for all the categories in the various branches shall be the Director of Insurance Medical Services or any Officer authorised by Government.

8. *Probation*.—Every person appointed in any Branch or category of service shall from the date on which he joins duty, be on probation:—

- (a) if appointed by direct recruitment or by transfer, for a total period of two years on duty within a continuous period of three years; and
- (b) if appointed by promotion, for a total period of one year on duty within a continuous period of two years.

By order of the Governor,

P. SHANMUGHASUNDARAM,

Commissioner and Secretary to Government

#### Explanatory Note

(This does not form part of the notification but is intended to indicate its general purport).

The Department of Insurance Medical Services was formed with effect from 1-4-1985, bifurcating the Insurance Medical Services Wing from the Health Services Department and reorganising it as an independent department. The formation of the new department of Insurance Medical Services has necessitated the issue of Special Rules to regulate the recruitment and conditions of service of persons appointed to the various posts in the Insurance Medical Subordinate Service.

This notification is intended to achieve the above object.

To

All Departments (Sections) in the Secretariat.

The Director of Insurance Medical Services, Thiruvananthapuram.

The Director of Insurance Medical Services (Vigilance) Thrissur.

The Director of Health Services, Thiruvananthapuram.

The Director of Homoeopathy, Thiruvananthapuram.

The Director of Indian System of Medicines, Thiruvananthapuram.

The Regional Deputy Director, Insurance Medical Services Department, Kollam, Kottayam and Ernakulam.

The Regional Director, E.S.I. Corporation, Thrissur.

The Secretary, Kerala Public Service Commission (with C.L.)

The Accountant General (A&E/Audit), Thiruvananthapuram.

The Registrar, High Court of Kerala, Ernakulam (with C.L.)

All Commissioners and Secretaries, Secretaries, Special Secretaries, Additional Secretaries, Joint Secretaries, Deputy Secretaries and Under Secretaries to Government.

Secretary to Governor.

Deputy Secretary to Chief Secretary.

The General Administration (SG) Department (Vide Council decision dated 10-3-1983 on item No. 1052)

Labour (F) Department.

Health & Family Welfare Department.

The Personnel and Administrative Reforms (Advice/A/B) Department.

All Recognised Service Organisations.